



## Hedges Wealth Management LLC is an Eco-Friendly and Green Company

### WHAT WE RECYCLE ON A REGULAR BASIS

- Paper
- Cardboard
- Confidential waste
- Fluorescent tubes
- Stationery items e.g. Ring binders, folders, lever arch files, pens, pencils, etc
- Comb and slide binders
- Plastic wallets
- CDs & DVDs and cases
- Batteries
- Food waste
- Tin cans
- Tin foil trays
- Polystyrene trays
- Kitchen plastics

### TARGETS – gas, electricity and paper

- We aim to save gas and reduce our carbon emission during this winter. We will do this by wearing hats & turning off the heating at the weekends.
- We aim to reduce our electricity and save more money on our electricity bill by switching off ALL equipment when not in use and at the end of each day.
- We are aiming to use less paper in 2011 than in 2010. In 2010 we used 1500 sheets.
- Drive less, use less gas, minimize carbon footprint

### DISPLAYS AROUND THE OFFICE INCLUDE:

- Saving Paper, use an electronic method
- Making message pads from recycled paper
- Use a PDA, not a PAD (paper notebook)
- Sharing info with our business partners
- Course Leaders Think Green - switch it off
- Interesting Facts (use of energy etc)
- Green Sheets
- Monitoring our energy poster
- Eco fundraising so far
- Recycling at home
- Composting at home
- Freecycle – instead of throwing it away
- Mission Impossible info

The Internet can be very useful.

### Monitoring Our Energy Display

- Energy charts
- 2010 & 2011
- Sharing info with the Areley Centre
- Switching off our heating at weekends
- Heaters vs. HVAC info
- Posters include:
  - Turn off lights
  - Turn off PCs
  - Turn off monitors
  - Printers if last to leave

**Monthly Eco Analysis**  
**First Monday of the month at 8.30am**